

### **Guidelines for Runs/Walks in Seattle Parks**

Seattle Parks operates over 450 parks across Seattle, at 11% it is also Seattle's largest land owner. Each park comes with unique opportunities and considerations. When applying for a run/walk we will consider many factors around your park selection including, but not limited to: time of year, availability, impact to a neighborhood, and the determined capacity of the park.

The following guidelines for runs and walks help keep events well managed, minimize traffic and congestion, neighborhood impacts and keep all of the many daily activities that happen in Seattle Parks successfully working together.

- Reservations are made on a rolling calendar. Ex: March of 2017 you can request to book any day through the end of March 2018.
- A site plan is REQUIRED for all runs/walks. Your application will not be reviewed until it has been received. [Site Plan Example](#).
- 10% gross participation fees collected on site are due 10 business days after event.
- There is no non-profit rate for use permits.
- All route markers/directional signage must be removed at the end of the event. Chalk, paint, or markings directly on the ground or other park surface is NOT permitted. Company logos on directional signs must either be covered or will be charged an advertising fee, per sign.
- Vehicle access into non-parking areas within a park must be requested in advance and with few exceptions we do not allow reserved parking. Any bollard removal to accommodate this access must also be requested in advance and staffing fees may apply.
- You may be required to reserve sections of the park impacted by your event and may need to coordinate with other tenants such as concessionaires and/or neighbors.
- We do not permit new runs/walk at Green Lake Park from May-September.
- Runs/walks that intend to use a public right of way outside the footprint of a park, request amplified sound prior to 9am, have alcohol service, or have other significant impacts to the public space must also contact the [Citywide Special Events](#).

#### **You may be required to provide the following:**

- If you are crossing a road or parking entrance/exit you will need to provide a management and safety plan for both pedestrian and traffic flow.
- Depending on location and time of year you may need provide a parking plan for your event. Please consider neighborhood impacts and look into off-site parking options.
- You may also need to provide a restroom plan. Please estimate your need [here](#).